



Texas Department of Transportation

MOTOR VEHICLE DIVISION, ADMINISTRATION
P.O. BOX 2293 □ AUSTIN, TEXAS 78768 □ (512) 416-4800 □ FAX (512) 416-4890

MVD-SA
3 Pages – Rev 03/03

THIS IS THE NEW SELF-AUTHORIZATION FORM

**THIS FORM IS DESIGNED FOR
Manufacturers, Distributors, Representatives, Converters and Franchised
Dealers of
NEW AUTOMOBILES, TRUCKS, BUSES MOTORCYCLES, MOTOR SCOOTERS,
AND ALL-TERRAIN VEHICLES**

DO NOT USE THIS FORM

**When Dealers Of Trailers (Boat Trailers, Stock Trailers, Cargo Trailers, or
Towable Recreational Vehicles), Motorhomes, Ambulances Or Fire Fighting
Vehicles Are Present In An Event.**

USE THE AS-2 FORM FOR THESE EVENTS

WHEN SELF-AUTHORIZING EVENTS LOCATED AT FINANCIAL INSTITUTIONS

- Vehicles must be marked with clearly stated signage indicating the vehicles are not for sale at the event
- Pricing information **MUST NOT** be displayed in conjunction with the vehicles (EXCEPTION: Monroney stickers must remain as required by law)
- Sales and offers for sale are **PROHIBITED**

**SELF-AUTHORIZATION FOR EXHIBITIONS/OFF-SITE DISPLAYS MAY BE
APPROVED FOR A TOTAL OF 6 CONSECUTIVE MONTHS**

Any activity which is designed to promote, solicit, induce, influence or encourage a consumer to buy, whether it be advertising or other marketing activity is considered an “Offer to Sell”. It can be the simple writing of a price on the back of a business card and passing the card to a consumer, a banner across the top of a dealership, or a verbal communication of a suggested price to a consumer. Any indication that vehicles may be for sale is a violation, and could subject you to the possibility of investigation and formal complaint action.

**BUSINESSES WHICH HAVE MEMBER PURCHASING/BUYERS PROGRAMS
SUCH AS SAM’S AND COSTCO
ARE NOT APPROVED SITES FOR EXHIBITIONS OR SHOWS**

THIS FORM SHOULD BE DUPLICATED FOR FUTURE USE. DESTROY ALL FORMER VERSIONS.



■ SELF-AUTHORIZATION FORM ■
NON-SELLING SHOWS & STATIC EXHIBITIONS
OF
NEW MOTOR VEHICLES

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THIS FORM SHOULD BE SUBMITTED 30 DAYS IN ADVANCE OF EVENT DATE

THIS FORM IS FOR USE ONLY BY

Licensed Manufacturers, Distributors, Representatives, Converters, and Franchised Dealers of New Automobiles,
Trucks, Buses, Motorcycles, Motor Scooters, and All-Terrain Vehicles

TO PARTICIPATE IN EVENTS WHERE
THE SALE OF MOTOR VEHICLES BY ALL PARTICIPANTS IN THE EVENT IS PROHIBITED

Notice: By submitting this form you are self-authorizing your participation in the event. Incomplete or inaccurate information may be used as evidence if a complaint is filed and may result in civil penalties.

■ KEEP A COPY OF THIS FORM ■

Your Copy Is The Only Documentation Of Compliance You Will Have

Name _____

DBA _____

Contact Name _____ Title _____

Motor Vehicle Board License # _____ Date License Expires _____

Select License Type: Manufacturer/Distributor ____ Representative ____ Converter ____ Franchised Dealer ____

Physical Address _____

Street City County State Zip-Code

Mailing Address _____

Street/P.O. Box City County State Zip-Code

Telephone Number (____) _____ Ext: _____ Fax Number (____) _____

Name Of Event _____

Public Event Date(s) _____ thru _____ Event Date(s) _____ thru _____
Date(s) Public Can Attend Entry, Public Attendance & Exit Dates

Facility/Event Center _____

Location/Physical Address Of Event _____

The following line-makes will be displayed at this event: Codes for **TYPE** are as follows:

AA – Passenger Auto AT – All-Terrain Vehicles BS – Buses EN – Engine CT – Cars & Trucks
MC – Motorcycle MS – Motor Scooter/Moped LT – Light Truck MT – Medium Truck HT – Heavy Truck

MANUFACTURER	LINE/MAKE (Do Not List Models)	TYPE

MOTOR VEHICLE DIVISION

P. O. BOX 2293 • AUSTIN, TEXAS 78768-2293 • PHONE 512/416-4800 • FAX 512/416-4890

MANUFACTURERS AND DISTRIBUTORS

1. Make Sure Your License Is Current
2. Make Sure The Dealer's License Is Current (If Applicable)
3. Make Sure Your License And The Dealer's License Reflect The Same Lines Requested For This Event

REPRESENTATIVES

1. Make Sure Your License Is Current
2. Make Sure You Are Licensed To Represent The Manufacturer/Distributor Of The Lines Being Shown At This Event
3. Make Sure the Manufacturer/Distributor is Licensed for the Lines Requested to Be Show For This Event

CONVERTERS

1. Make Sure Your License Is Current
2. Make Sure Your License Reflects The Trade Name Requested For This Event

FRANCHISED DEALERS

1. Make Sure Your License and The Manufacturer's License Is Current
2. Make Sure Your License And The Manufacturer's License Reflect The Same Lines Requested For This Event

THIS FORM MUST BE SIGNED BY A PRINCIPAL OR OFFICER OF THE PARTICIPATING DEALERSHIP NOT THE PROMOTER

As a PRINCIPAL OR OFFICER, I am the person duly authorized to sign the above application for the party named as licensee herein, and hereby confirm that all statements contained herein are true and correct. The applicant named herein is properly licensed for the motor vehicle line-make(s) or products to be entered in the above named event. **I further confirm, after careful research, that if the licensee named herein is a franchised dealer, said franchised dealership is the closest franchised dealer to the proposed event location for the line-make(s) to be displayed, OR I have determined that said franchised dealership is not the closest franchised dealer to the proposed event location for the line-make(s) to be displayed, and written approval from each like-line franchised dealer located closer to the event site is attached.** (Exceptions may be granted for multiple participating dealers representing the same line-make(s) in a single metropolitan area. Contact your promoter/association to determine if your are eligible.) **DO NOT SUBMIT PERMIT APPLICATION WITHOUT ACCOMPANYING APPROVALS**

I certify under penalty of perjury that statements made above and attachments hereto are true and correct. I acknowledge that this is a NON-SELLING EVENT where sales or offers for sale are prohibited and will not take place. I understand and acknowledge that if a complaint is filed with the Texas Motor Vehicle Division alleging non-compliance with any statement herein, upon hearing and proof of the truth of such allegations, the applicant or licensee named herein is the responsible party and will be subject to a civil penalty up to \$10,000.00 per day, per violation.

Submitted by: Name (Signed)

Name (Printed)

Title

Date

NOTICE: By submitting this form, you are consenting to the disclosure of this information in any manner necessary to investigate and prosecute claims in conjunction with this event. The Texas Department of Transportation maintains the information collected through this form with few exceptions. You are entitled, upon request, to be informed about the information that we collect about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Government Code, you are entitled to have incorrect information about you changed.